

Town Meeting Coordinating Committee Calendar Subcommittee
Thursday, July 21, 2011, 2:00 pm
First Floor Meeting Room, Town Hall

Present: Nonny Burack, Mary Streeter, Patricia Holland

1:00 pm Mary called the meeting to order.

Minutes of the last meeting are to come.

Reviewed the following calendar materials:

- July 11th draft of calendar
- Select Board FY12 Master Calendar Updated 6/24/11 (SO'K)
- Email on BCG calendar from Stephanie O'Keeffe of 6-28-11
- Annual Zoning Amendment Timetable and Zoning Amendment Cycle
- Jones Library FY12 Budget Development Calendar, Dec. 14, 2010, Draft
- General Budget Process calendar
- Finance Committee Budget Hearing Schedule 2010-2011

Decisions on the calendar:

Add a cover sheet with brief descriptions of each group that deals with budgets including contact person, when meetings occur, how to get yourself on the agenda.

Send to all Town Meeting representatives by including it in a Select Board mailing. Need to get date for that mailing.

Move Select Board line into Budget category.

Have Calendar start with June and add line noting the start of the Fiscal Year in July.

Move line for petitions from the public for Zoning Amendments to Select Board category.

Use different fonts for Budget and Zoning categories.

Revised draft of calendar.

Agreed to send final draft for reviewing to Stephanie O'Keeffe (SB), Andy Steinberg (FinCom), Irving Rhodes (both School Committees), Sarah McKee (Library).

Homework is to identify contact people for each group:

Pat: BCG, JCPC, Library

Nonny: FinCom, Schools, Planning Board

Mary: Select Board, CPAC

Scheduled next meeting for Thursday, July 28, 2011, at 2 PM.

4:53 pm Adjourned

Documents Distributed

- Agenda
- General Budget Process calendar
- July 11th draft of calendar

Submitted by Patricia Holland